

COMPETENCY ASSESSMENT CHECKLIST*Nephrology/Dialysis Lab, Walter Reed Army Medical Center, Washington, D.C. 20307-5001*

Employee Name: _____ Title/Grade: _____

Area of Assignment: Nephrology Service Nephrology/Dialysis LabProcedural Task: Obtain, Screen Activated Clotting Time Procedure

Instructions to the Observer: Directly observe the employee in the performance of each step in the indicated procedure as listed below. For each step performed in accordance with the SOP, place a check mark in the "YES" column. If a step is performed incorrectly, check the "NO" column. If the step is critical to maintain the safety and quality of the product/procedure, give verbal guidance at once, as well as checking the "NO" column. Provide subsequent instructions for corrective action in the comments section.

PROCEDURAL STEPS		YES	NO
1	Identify patient/Review previous patient record		
2	Hold vertically/tap tube bottom to shake activator particles into testing zone		
3	Label tube		
4	Flush and obtain blood sample from extracorporeal line		
5	Accept/ Reject specimen		
6	Open tube/Simultaneously dispense 0.4 ml into tube and depress start button on instrument		
7	Close tube/Gently mix blood and activator by flicking bottom of the tube		
8	Insert tube into test well of instrument rotating clockwise until green detector light illuminates		
9	Turn tube one additional revolution to assure detector light remains on		
10	Incubate as required		
11	Record results at sound of buzzer		
12	Record interpretation of reactions		
13	Review records and place for confirmation/ certification		

Observer's Comments: _____

Observer: _____ Date: _____

Reviewed by Supervisor/Quality Assurance: _____ Date: _____